

INACTIVE FILES

13. COMMUNICATIONS FILES

12. PUBLIC AFFAIRS

11.2 SENIOR MEMBER PERSONNEL
RECORDS

11. PERSONNEL

10. LOGISTICS

9. SAFETY

8.15 EMERGENCY SERVICES FILES

8.14 COUNTERNARCOTICS FILES

8.13 PILOT INFORMATION FILES

8. OPERATIONS

7. LEGAL

6. FINANCIAL MANAGEMENT

5. INSPECTOR GENERAL

4. CHAPLAIN

3. CADET PROGRAMS

2. AEROSPACE EDUCATION

1.3 ADMINISTRATION

1.2 SUSPENSE CONTROL

1.1 FILE PLAN

GUIDE CARDS: They are optional
but I would recommend their use
because:

- a. They identify each functional area for quick reference.
- b. They also support the files.

FRONT OF FILE

GP 12 FL 800-15 (Rev 16 Aug 2)